



REQUEST FOR EMPLOYEE RELOCATION
OCONUS - Commissioned Corps

Center, Institute, or Office (CIO):	Personnel Order Number:
Division:	
CIO TRC Name:	
Employee's Name:	
Social Security Number:	
Job Title:	Office Park:
Type: (check one)	<input type="checkbox"/> New hire employee <input type="checkbox"/> Long-term training <input type="checkbox"/> Transfer from another federal agency <input type="checkbox"/> Current federal employee (transferring within CDC)
Appropriation: _____ FY of Appropriation: _____	
Funding Information:	CAN: _____ Service Fee CAN: _____
	Interagency Agreement Number: _____ 2051IA06-24
Relocating From:	
Relocating To:	
Effective Date:	
Immediate Supervisor at New Location:	
Current Home Address:	
	City _____ State _____ Zip _____
Mailing Address:	
	City _____ State _____ Zip _____
Home Phone Number:	
Work Phone Number:	
Mobile Number:	
Fax Number:	
Email Address:	

Please send this completed form to Bureau of Public Debt (BPD) to begin processing your move:

Centralized E-Mail Account: PCSTravel@bpd.treas.gov
Fax Number: (304)480-8480

Subject line of faxed or e-mailed documents should be "CDC PCS – CIO" Last Revised 07/2005